

**MINUTES OF POLICE AND FIRE COMMISSION  
MEETING OF SEPTEMBER 16, 2021**

*4:00 p.m.*

*City Council Chambers (203 South Farwell St)*

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MEMBERS PRESENT: Daniel Kincaid, Disa Wahlstrand, Stephanie Finn, Selika Ducksworth-Lawton, Kimberly Cronk

STAFF PRESENT: Police Chief Matt Rokus  
Fire Chief Chris Bell  
Deputy Fire Chief Matt Jaggar  
Human Resources Director Victoria Seltun  
Equity, Diversity, & Inclusion Coordinator Dr. Jeneise Briggs

The Commission convened in open session at 4:01 p.m. Meeting was called to order by President Dan Kincaid. President Kincaid asked if there were any corrections or additions to the minutes of the Police and Fire Commission meetings held on July 15<sup>th</sup> and August 27<sup>th</sup>. No corrections or additions were noted, and the minutes stand approved as circulated.

Dr. Kincaid introduced Dr. Jeneise Briggs who is the Equity, Diversity, and Inclusion Coordinator. This is a shared position between the City of Eau Claire and Eau Claire County. Dr. Briggs gave an overview of the City's EDI goals. A discussion was held.

Dr. Jeneise Briggs left the meeting at 4:21 p.m.

Chief Rokus provided a personnel update. The department has not hired any new police officers since the last meeting; there have been no new resignations or retirements; and the department currently has 5 officer vacancies. Chief Staff Interviews with the candidates recently placed on the eligibility list will be held later in September. The intention will be that those hired who need to attend the CVTC Recruit Academy will be able to do so in January.

Chief Rokus also provided an operational update. The department is moving forward with body-worn cameras which will be issued individually to all sworn officers. They will also be replacing in-squad video and interview room recording systems. The department recently received a donation of \$950,000 from PESI Inc., a local non-profit. Discussion was held.

Chief Bell provided a personnel update. The department currently has 2 vacancies and have conditional offers out to candidates from the last eligibility list. Both candidates are working to complete their paramedic studies and are anticipated to start with the department in October. There are no additional retirements projected for this year, however, Chief Bell noted that we may see up to 10 retirements in 2022.

Chief Bell also provided an operational update. The department provided a Wills for Heroes session this past month with approximately 20 participants. Station renovation and remodeling planning is moving forward at Fire Station 6.

Elections of Commission officers were held as follows:

President: Commissioner Wahlstrand made a motion, seconded by Commissioner Ducksworth-Lawton, and passed unanimously, to elect Daniel Kincaid, President.

Vice President: Commissioner Kincaid made a motion, seconded by Commissioner Wahlstrand, and passed unanimously, to elect Stephanie Finn, Vice President.

Due to shifting responsibilities within the Human Resources Department, the appointment of the Secretary was postponed.

President Kincaid asked if there are any future agenda items. Discussion was held.

At 4:36 p.m., motion was made by Commissioner Finn, seconded by Commissioner Cronk, and passed by unanimous roll call vote to go into closed session to conduct the formal performance review of the Fire Chief, Chris Bell.

Chief Rokus and Deputy Chief Matt Jaggar left the meeting at 4:36 p.m.

At 5:10 p.m., motion was made by Commissioner Ducksworth-Lawton, seconded by Commissioner Cronk, and passed unanimously to move into open session.

Commissioner Cronk will be attending the Police & Fire Commission Workshop in early November.

Motion was made by Commissioner Wahlstrand to adjourn the meeting, seconded by Commissioner Finn, and the meeting was adjourned at 5:11 p.m.

The next regularly-scheduled Police and Fire Commission meeting is November 18, 2021.

Minutes recorded by Kelly Shea, Police and Fire Commission Secretary.